

## **PEOPLE'S PLACE**

### **Discrimination Policy**

Approved By: Board of Directors  
Review/Revision Date: 08/01/2010

#### **I. PURPOSE**

The purpose of this policy is to ensure an environment which is free from any discrimination.

#### **II. POLICY STATEMENT**

People's Place will not tolerate any form of discrimination.

#### **III. APPLICATION**

This policy applies to all People's Place employees, applicants, and clients.

#### **IV. DEFINITIONS**

Discrimination – differential behavior toward someone based on that person's sex, age, disability, race, national origin, religion, sexual orientation, marital status, or membership in another protected group.

#### **V. STANDARDS**

- A. People's Place will follow all Federal and State regulations governing discrimination, including the Americans with Disabilities Act.
- B. These regulations will be posted in all People's Place locations.
- C. All documents relating to the investigation will be kept out of the accused's personnel file until the charges are substantiated.
- D. No retaliation will be taken against complainant who files a claim in good faith.
- E. If the claim of discrimination is substantiated, prompt appropriate disciplinary action will be taken, up to and including immediate termination of the individual responsible for the discriminatory act.
- F. If appropriate, a remedy will be provided to the complainant.

**VI. PROCEDURES**

**Individual Responsible**

**Action**

Employee

1. Follows the procedures outlined in the Equal Employment Opportunity Policy #210.

Client

1. Follows the procedures outlined in the Grievance Policy #525.